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ABSTRACT

This practical, hands-on guide is designed to assist school library media specialists in planning, funding, implementing, and promoting special events programs. The text contains program ideas, planning documents, and tips for successful programs. Guidelines are provided on how to incorporate special events programs into a yearly curriculum plan, where to locate speakers and performers, how to budget and build support for special programs, and how to develop partnerships with school and community members that will ensure the success of the program. The work features chapters on developing special events programs relevant to the curricula, developing partnerships to support these programs, raising community support and awareness of the media center and its programs, personnel training and strategies, developing promotional materials, keys to making programs successful, and how to do programs on a shoestring. Reproducible forms and guidelines are included throughout the text. An extensive list of resources for all kinds of programs completes the work. (AEF)

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